

**ITMC Council Business Meeting
September 3, 2014**

Attendees

Office of Public Instruction
Office of Public Instruction
Department of Natural Resources and Conservation
State CIO
Department of Revenue
Department of Commerce
Department of Public Health and Human Services
Public Service Commission
State Library
State Fund
Department of Labor and Industry
Lewis and Clark County
Judicial Branch
Public Employees Retirement
Department of Transportation
Department of Justice
Department of Corrections
Department of Higher Education
Teachers' Retirement System
Legislative Services Division
Secretary of State's Office

James Gietzen
Jody Troupe
Kreh Germaine
Ron Baldwin
Tim Bottenfield
Larry Krause
Stuart Fuller
Ousmane Loum (online)
Evan Hammer
Mike Smart
Kim Moog
Chris Sinrud
Tim Kosena
Dave Swenson
Mike Bousliman
Joe Chapman (online)
John Daugherty (online)
Edwina Morrison (online)
Rick Bush (online)
Dale Gow (online)
Mark Van Alstyne (online)

Guests

DOR – Christie McDowell, Northrop Grumman – Veronica Lamka, State Financial Services Division
– Ed Glenn, Pitney Bowes Software – Phillip Nelson, SMI - Andrea Keno, DOA – Chris Bacon,
Montana Shares – Bill Crane, Microsoft – Steven Fione, Dell – Karen Farley

Real Time Communication (online)

DEQ - Jerry Steinmetz, DEQ – Michael Jares, SITSD – Irv Vavruska, SITSD – Sean Rivera, SITSD –
Lisa Vasa, MSL – Scott Story, DOJ – Dawn Temple, SITSD – Wes Old Coyote, DPHHS – Chris
Gleason, FWP – Jessica Plunkett, DOA – Matt Pugh, DNRC – Chris Kuntz

SITSD Attendees

Tammy LaVigne, Kris Harrison, Warren Dupuis, G. Scott Lockwood, Tom Murphy, Kyle Hilmer,
Jerry Marks, Penne Cross, Anita Bangert, Matthew Hosking, Audrey Hinman, Theresa Enger, Lesli
Brassfield, Doug Volesky, Lynne Pizzini and Rhonda Lil Haight

Welcome and Introductions – Larry Krause, Chair

- Change on page 4 noted for August minutes. August minutes approved with correction noted.

Operating Procedures

- No further comments received, so we can adopt procedures as written.

- Stuart Fuller motioned to adopt Operating Procedures as written, Mike Bousliman seconded the motion. Motion was unanimous.

State CIO Update – Ron Baldwin

- Enterprise IT spending
 - Kyle Hilmer produced a report of IT Expenditure per Ron Baldwin's request
 - What do we spend as a state overall
 - ❖ Each agency has their own budget
 - How do we compare
 - ❖ Peer states
 - Other studies and research out of Gartner
 - The report will be presented on September 25th & 26th to the Legislature Finance Committee (LFC), per the Chair's request
 - The report is not being published, but if you would like a copy of the report, request through Tammy LaVigne
- Information Technology Board meets quarterly; I will prepare a memorandum on accomplishments and particular issues for the Board. ITB meets tomorrow at 10:00 a.m.
 - Larry Krause suggested, that what went live in the last quarter should be reported; such as, agency systems or IT accomplishments in collaboration with other agencies. Please send to Tammy LaVigne.
- Funding request
 - HB 10
 - I am meeting with agencies on their HB 10 requests, to understand projects for which they are requesting funding
 - ❖ My intent is to stand up for you and represent these requests individually and collectively
 - The State Enterprise is requesting funding for significant improvements to the state's SummitNet.
 - End of life replacement on some equipment
 - Upgrade overall core backbone up to 10 gigs
 - ❖ To continue to support services delivered by agencies
 - ❖ Increasing use of streaming media and social media to safely deliver content
 - Second phase of the security request funding
 - Demonstrate the value of increasing efforts for security
- By restructuring the price of WebDefend, we hope to increase the interest and deployment.
 - If you are running your systems on the enterprise, you are on WebDefend
 - Please make sure your department is protected to the maximum possible
 - If you need any staff time in accessing your systems, please contact Lynne Pizzini

Enterprise Rates – Doug Volesky

- We appreciate the Enterprise Funding Advisory group that is discussing our rates, services, etc.
 - We discussed SITSD funding and the working capital balance
 - We looked at different ways to build our working capital balance
 - We looked at 13 services and agreed on a 3% increase to those services

- A group of representatives went to OBPP to discuss the increase and OBPP approved a 3% increase on the enterprise rate only
- We did decrease our email archive rate by \$24.00 per unit
- We have been working with the Legislative Office on a performance audit on ITSD rates and services
 - They will contact agencies regarding rates and services, and we welcome your thoughts
 - They will do a comparison of rates with other states
- There is a posted report of the deployment of POB G6 live tomorrow
 - If you have any concerns tomorrow, please call
 - DLI is the pilot agency, with a live date of October 15th

Agency IT Plans/Summary Reports – Kyle Hilmer

- Kyle presented the Summary Reports
 - No questions
- Agency Performance Reports
 - Requested information on projects, accomplishments, any outstanding projects, how you finished off your existing projects or initiatives, were they actually funded or possibly deferred, as well as information on your applications or systems, financial information, upgrades, etc.
 - Only have 50% responses so far and we are requesting that everyone please get them in as quickly as possible. The original deadline was August 22nd
 - Application inventory is part of the material to be returned
 - Is on the September LFC agenda

State Charitable Giving Campaign – Mike Manion/Bill Crane

- Mike Manion, Chair of SECGAC; purpose of council is to invite advice to the DOA for charitable giving campaign. We have 12 members to organize the charitable giving campaign. Our contractor is the United Way, they assist us with financial and program matters. September 29th will be the Non-Profit Fair in the Capitol rotunda; and September 20th is the kickoff in Great Falls. Last year, with the Governor's approval, we used pop-ups on the computers, which announced the campaign, give participation activity, etc.
- Bill Crane, Executive Director of MT Shares, has been with MT Shares for 5 years. Last year the SECGAC made a decision to go practically paperless (the giving guide), instead we went with the pop-up and we recovered 2 years of decline. The pop-up gives the choice of giving, right in front of people.

Risk Assessment Status Update – Lynne Pizzini

- The increase in attempts to come into our network unauthorized have almost doubled this month
- Increase in WebDefend, defending us
 - We have seen a significant increase in web page attempts to use vulnerabilities to gain access to websites. WebDefend has defended those websites.
- We began the Risk Assessment project earlier this year with five agencies and SITSD participating. We have a company that is doing a review of systems, network, web

applications, physical security reviews, phishing attempts, etc. They have been doing vulnerability scans on the internal network. Collecting information from agencies on policies and procedures they have in place. They will identify needs and we will address those security needs as we move forward into our next legislative session. They will present us an Executive Summary report in October. We will present the report to the council in November. We will present the same report to the Cabinet and to the Governor.

- October is Cyber Security month. The theme is, “Keep Calm and Enhance Security”.
 - Additional information will be coming

IT Conference Update – Penne Cross

- December 9th – 11th, 2014
- Website and registration live on September 19th
- Red Lion
- \$75.00
- Changes this year – GIS technology will be in the other tracts as a component

Standing Agenda Items – Posted Reports

- 2014 Agency IT Plan
- 2014 Agency IT Initiatives
- 2014 Agency IT Initiatives Report
- Service Desk Tool Upgrade

Member Forum:

- eGovernment Advisory Council
 - Considering dissolve the Council and move the responsibilities, oversight, advisory capacity to the ITB
 - ❖ Duplicative
- Tammy LaVigne: This is a big commitment to meet monthly, please email Tammy LaVigne any agenda topics you would like to discuss
- Ron Baldwin and Joe Chapman:
 - Brief update on Governance and Security Work Group
 - ❖ The work group have discussed the concept of a Security Board
 - ❖ Need because of the challenges and impact we are facing these days
 - ❖ Looking at security resources and capabilities, skills, roles and experience that exists in various agencies
 - ❖ Compare our different security specific resources
 - ✓ Roles
 - ✓ Fulltime/Part-time
 - ✓ How and where do they exist in the organization

Public Comment:

- None

Next Meeting: October 1, 2014
Capitol Building, Room 137

8:30 – 10:30 a.m.

DRAFT